



Purchase Order

P.O. Number **8745236985**

P.O. Date *Feb 08, 2004*

Ordered By

Any Company Name
555, Any Blvd.
Any City, ST, 12345
Any Country

Phone Number: (123) 456-7890
Fax Number: (123) 456-7899
Contact Name: Contact Name

Deliver To

Any Company Name
7895, Any Street
Any City, ST, 12346
Any Country

Phone Number: (123) 456-7891
Fax Number: (123) 456-7899
Contact Name: Contact Name

Part No.	Description	Quantity	Unit Price	Amount
00010-100	Monitor	1	\$350.00	\$350.00
00010-200	Desk lamps	3	\$55.00	\$165.00
00025-275	Phone	5	\$85.00	\$425.00
00300-896	Address book	2	\$15.00	\$30.00
Terms and Conditions Account number: 123456		Total		\$970.00
		State Tax @ 7.00%		\$67.90
		Federal Tax @ 8.00%		\$77.60
		Shipping Charge		\$50.00
		Grand Total		\$1,165.50

Authorized By